

Welcome to
Better Health

A Weekly Update
for Asante Employees

Every patient,
every day, every time.

ASANTE® News

ASANTE ASHLAND COMMUNITY HOSPITAL | ASANTE PHYSICIAN PARTNERS | ASANTE ROGUE REGIONAL MEDICAL CENTER | ASANTE THREE RIVERS MEDICAL CENTER

Electronic W-2 Opt-in a Big Hit

A campaign that encouraged Asante employees to receive their W-2 tax forms electronically seems to have worked – more than 1,200 opted in. And three lucky employees get to enjoy an early return on their changeover, after being picked in a drawing to receive eight hours each of Earned Time Off.



Asante Payroll has estimated that this year's enrollment in the electronic W-2 program will save the organization a couple thousand dollars through a reduction in paperwork and postage.

All who enrolled to receive their W-2 forms electronically were entered into the Earned Time Off drawing, which was offered as an

incentive to participate in the program. The drawing's winners are Shari Cunningham and Tamara Songster, both of Asante Rogue Regional Medical Center; and Juan Gomez of Asante Three Rivers Medical Center.

W-2 forms for Asante employees are expected to be finalized the week of Jan. 23 and mailed by the end of the month to employees who didn't opt for electronic delivery. The W-2 page on UltiPro will be 'hidden' while payroll staff members process the information, but Asante employees will be notified when the new W-2s are available online. Employees receiving their W-2s electronically will be able to access them at that time.

All Asante employees are encouraged to check their mailing addresses and social security numbers on UltiPro at any time and update any inaccuracies. Those with questions can contact the Payroll Department at 541-789-5587 or payroll@asante.org.

The Internal Revenue Service gives employees the authority to opt out of paper Form W-2s and instead have online access to them. At Asante, that access comes through UltiPro.

Asante News is published every Monday. Deadline for submission of articles is every Thursday. Send via e-mail to asantenews@asante.org.

Question or suggestions: Call Communications and Marketing at (541) 789-3510 or extension 13510.